



CADDO PARISH COMMISSION

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1300 CAMINO DRIVE
SHREVEPORT, LA 71105

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VICE PRESIDENT
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SHREVEPORT, LA 71111

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SHREVEPORT, LA 71135

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SHREVEPORT, LA 71129

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DISTRICT 10
930 JAPONICA LANE
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SHREVEPORT, LA 71106

GILFORD L. "BOB" GILLEN
DISTRICT 14
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DISTRICT 2
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DISTRICT 11
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DISTRICT 13
4547 CURTIS LANE
SHREVEPORT, LA 71109

JERRY C. SPEARS
COMMISSION CLERK
318-226-8566
FAX 318-226-8604

January 3, 2003

Board of Ethics
State of Louisiana
8401 United Plaza Building, Ste. 200
Baton Rouge, LA 70809

To Whom It May Concern:

On December 3, 2002, the Caddo Parish Commission adopted a series of ordinances establishing the Parish of Caddo Annual Operating and Capital Improvements Budget for 2002. The General Fund budget contained allocations for the Caddo Community Action Agency and the Coordinating and Development Corporation.

Several Caddo Parish Commissioners serve on the Board of Directors on one or the other of these non-profit organizations. Enclosed is a copy of the Minutes of the Caddo Parish Commission Special Meeting on December 3 in which each of those Commissioners has included a letter stating their ability to cast an objective vote in regard to the proposed allocations for these two agencies.

If we can provide further information or be of further assistance, please let us know.

Sincerely,


Jerry C. Spears
Clerk,
Caddo Parish Commission

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MINUTES OF THE SPECIAL MEETING OF THE
CADDO PARISH COMMISSION
HELD ON THE 3RD DAY OF DECEMBER, 2002

The Caddo Parish Commission met in legal and regular session on the above date at 3:30 p.m. in the Government Chamber with Mr. Bob Brown, President, presiding, and the following members in attendance, constituting a quorum: Commissioners Bowman, Brown, Davis, Dumas, Epperson, Gillen, Long, McCulloch, Morris, Pierson, Webb and Williams (12). ABSENT: None.

The invocation was given by Mr. Morris, and Mrs. McCulloch led the Commission in the Pledge of Allegiance.

The President stated the purpose of this special meeting as being to adopt the Parish of Caddo Annual Operating and Capital Improvements Budget for 2003. He proposed that, as in previous budget adoption meetings, the Commission first adopt procedures for its review and approval of budget ordinances, to wit:

- 1) Budgets will be reviewed and approved in an order to be determined by consensus.
- 2) No member of the general public will be permitted to speak except by a two-thirds vote of the body to suspend the rules to allow such input.
- 3) A motion to adopt each respective budget will place that budget on the floor for review, discussion and questions on it.
- 4) With a motion on the floor, Commissioners can direct questions to the appropriate staff/agency/department, or initiate debate or comment.
- 5) Each Commissioner will have at least one opportunity to speak on each budget presented before any Commissioner can speak again.
- 6) A motion to adopt places the original ordinance, as presented, on the floor for debate. Motions may be accepted during the course of debate to amend budget line items. Each Commissioner will have one opportunity to speak on a proposed amendment. At the conclusion of this round of debate, the question will be called on the proposed amendment and a vote taken before another motion to amend will be accepted.
- 7) All proposed amendments to any budget ordinance will be voted upon in succession before a vote may be called on passage of the entire ordinance.
- 8) A motion to call the question on the original motion will not be accepted until every Commissioner has had at least one opportunity to speak or ask questions.
- 9) Upon a successful call of the question on the floor, a vote will be conducted by voting machine.
- 10) Seven "Yea" votes are required for adoption of any amendment to a budget ordinance.
- 11) Seven "Yes" votes are required for final passage of any budget ordinance, including any amendments which have been previously approved.

It was moved by Mr. Dumas, seconded by Mr. Williams, that the foregoing rules of procedure be adopted. Motion carried.

At this time the Clerk stated that he is in receipt of letters from several Commissioners stating, in compliance with the Louisiana Code of Governmental Ethics, their recognition of a potential conflict in regard to matters to be voted upon by the Commission at this meeting, and their assertion that their votes will be cast objectively. He then entered the letters into the record, as provided by R.S. 42:1101, as follows:

*Mr. Jerry Spears
Caddo Parish Commission
Government Plaza
505 Travis Street, 1st Floor
Shreveport, LA 71101

Dear Mr. Spears:

In accordance with Louisiana Code of Governmental Ethics, I am hereby submitting this statement pertaining to a matter on which I will be required to vote.

I am a board member of the Caddo Community Action Agency, a non-profit corporation. I do not receive any form of compensation for services rendered to the Caddo Community Action Agency as a board member.

The 2003 Operating and Capital Improvements Budget will be placed on the Caddo Parish Commission's special meeting agenda for December 3, 2002. The 2003 Operating and Capital Improvements Budget contains expenditure line items for the Caddo Community Action Agency. Although I recognize that a potential conflict may exist with respect to the expenditure line items for the Caddo Community Action Agency, I am able to cast a vote that is fair, objective, and in the public interest.

Please ensure that this statement be recorded in its entirety in the official journal and minutes of the Caddo Parish Commission. Also, please send a copy of this statement as it appears in the official journal to the Louisiana Board of Ethics.

Sincerely,

/s/ Forrest Davis
/s/ Ken Epperson
/s/ Rosa Wilson-McCulloch
/s/ Carl A. Pierson, Sr.
/s/ Patrick C. Williams

*Mr. Jerry Spears
Caddo Parish Commission
Government Plaza
505 Travis Street, 1st Floor
Shreveport, LA 71101

Dear Mr. Spears:

In accordance with Louisiana Code of Governmental Ethics, I am hereby submitting this statement pertaining to a matter on which I will be required to vote.

I am a board member of the Coordinating and Development Corporation, a non-profit corporation. I do not receive any form of compensation for services rendered to the Coordinating and Development Corporation as a board member.

The 2003 Operating and Capital Improvements Budget will be placed on the Caddo Parish Commission's special meeting agenda for December 3, 2002. The 2003 Operating and Capital Improvements Budget contains expenditure line items for the Coordinating and Development Corporation. Although I recognize that a potential conflict may exist with respect to the expenditure line items for the Coordinating and Development Corporation, I am able to cast a vote that is fair, objective, and in the public interest.

Please ensure that this statement be recorded in its entirety in the official journal and minutes of the Caddo Parish Commission. Also, please send a copy of this statement as it appears in the official journal to the Louisiana Board of Ethics.

Sincerely,

/s/ Bob Brown
/s/ Danny Dumas

The President ordered the foregoing letters to be inscribed in the minutes of this meeting.

The Clerk then presented for the Commission's consideration the following Budget Ordinances, Nos. 4053 through 4076, to wit:

ORDINANCE NO. 4053 OF 2002

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE FIXING THE BUDGET OF ESTIMATED REVENUES
AND EXPENDITURES FOR THE CAPITAL OUTLAY FUND FOR THE
YEAR 2003

BE IT ORDAINED by the Caddo Parish Commission, in legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the Capital Outlay Fund for the year 2003, is hereby adopted and appropriated as follows, to wit: